

MINUTES OF THE BOARD OF SELECTMEN

June 1, 2020

Recorded from Town Hall, 139 Main Street, Rowley, MA

1:00 p.m.

MEMBERS PRESENT: Chairman Cliff Pierce; Vice Chairman Joseph Perry; Clerk Robert Snow; David Petersen; Deana M.P. Ziev (Town Administrator Deborah Eagan, Assistant Town Administrator Amy Lydon)

CALL MEETING TO ORDER

Vice Chairman Perry said the link printed on the agenda is incorrect. Eagan said apparently the link is incorrect on the agenda and she is unsure how we can proceed. Town Counsel Tom Mullen said there is no way to guarantee that any posting is perfect, and if there are people who can't participate who want to participate, this can be re-voted. He said with the pressing business of the warrant, he thinks it is okay to proceed with the meeting. Eagan said the phone number printed on the agenda is correct, but the access code is not correct. She apologized for the error and said there are no public hearings and Mullen thinks it is okay to proceed. She said the link and phone number will be put on the Town's website and on Rowley Community Media's live showing of the meeting.

Chairman Pierce called the meeting to order at 1:28 p.m. He read the following:

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to watch the meeting on Rowley Community Media TV / listen live on the RCM page on the Town's website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/488390941> you can also dial in using your phone by calling [+1 \(224\) 501-3412](tel:+12245013412) and using access code 488-390-941 In the event that live transmission proves infeasible, an audio or video recording, transcript or other comprehensive record of the meeting will be made available on the Town's website as soon as possible.

Dave Petersen asked to make a comment about Memorial Day. He said the parade was cancelled due to COVID-19. He said he would like to recognize certain people and groups who participated in an informal ceremony. He said Bob Breaker, the Chairman of the Town of Rowley Veterans Committee organized the flag distribution for the Cemetery, assisted by the Fire Department, Boy Scouts and several veterans. He said the Light Department installed and removed the new flags downtown. He said there was an anonymous donation of 6 dozen geraniums for the Star Garden, which Bill Freitag of Country Garden planted free of charge. He said on Saturday at noon a small

group from the Police and Fire Departments walked through the Cemetery and recognized former firefighters, along with two policemen who died while in active duty and who were veterans: Bob Hardy and Roy Haynes. He said on Veterans Day, several veterans lowered and raised the flags on the Town Common and at Town Hall according to the etiquette for Memorial Day. He said John from the Triton band played Taps.

GENERAL BUSINESS

1. Request from the Agricultural Commission to hold Farmer's Market on the Town Common

Chairman Pierce said we have received the request to hold the Farmer's Market, but also received an email from the Health Department requesting that the Selectmen hold off on approving this until the Agricultural Commission meets with the Health Department about this.

Bob Snow made a motion to refer this to the Health Department, Joe Perry second, all in favor – aye - roll call vote: Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

2. Sign June 16, 2020 Annual Election Warrant

Chairman Pierce read the following:

The Board needs to vote to sign the June 16, 2020 Annual Town Warrant.

The Warrants will be in the office after the meeting for the Board members to stop by and sign. There are seven warrants.

Eagan said the Board needs to vote to sign the warrant, and then the Selectmen can come into the office to sign in.

Bob Snow made a motion to approve the warrant, Joe Perry second, all in favor – aye - roll call vote: Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

NEW BUSINESS

1. Discuss Town offices Phase 1 COVID-19 Re-opening plan

Chairman Pierce read the following:

Please review the attached memo and plan.

Debbie is asking the Board to vote to authorize her to order glass partitions for office workstations and the Library. The quote sheet is attached. Debbie will use the COVID Relief funds to cover this cost.

If the Board is satisfied with the Re-Opening Plan under Phase 1 of the State Re-Opening Plan, Debbie is asking for the Board to vote by roll call.

Dave Petersen made a motion to authorize Debbie to order the partitions, Bob Snow second, all in favor – aye - roll call vote: Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

Pierce asked Eagan if the reopening plan will go in effect after the partitions are installed. Eagan said the Town Hall and Annex will be open to the public by appointment only. She said we cannot exceed 25% capacity per office, which restricts our ability to have offices staffed. Eagan reviewed the plan for each building. She said after the partitions are installed the building can be opened, but we will still have the occupancy issue unless that is lifted.

Bob Snow made a motion to authorize Debbie to reopen Town offices by appointment only, Joe Perry second, all in favor – aye - roll call vote: Bob Snow – aye; Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye.

OLD BUSINESS

1. Update on intersection of Route 1 and Central Street and Glen Street

Bob Snow said the MassDOT provided the Alternative Analysis memo. He said he plans to go to the meeting on June 12th from 11:00 – 12:00 p.m. He requested that the Board make him the point of contact for this project, which he has been working on for the past six years. He said the packet shows a couple of alternatives for the intersection, they are interesting ideas and he will keep the Board updated.

Dave Petersen made a motion to appoint Bob Snow to coordinate with the MassDOT on this project, Deana Ziev second, all in favor – aye - roll call vote: Cliff Pierce – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye. Bob Snow – ABSTAINED

2. Review Annual and Special Town Meeting Warrants and discuss Town Meeting location, start time, including quorum, and COVID-19 plan

Chairman Pierce read the following:

The Board needs to discuss the following:

- *Article on the acceptance of Cindy Lane and Belle Circle. If the Board puts an article on the Warrant, then Debbie needs to set up the Street Layout Hearing. Due to statutory deadlines, Debbie is suggesting the Board meet remotely on Thursday, June 11 at 2:00 p.m. to hold the Street Layout Hearing. The notices have to be given to the homeowners/landowners not less than seven days before the hearing. The hearing cannot be held less than seven days before Town Meeting and the signed Street Layout Plan*

must be filed with the Town Clerk not less than seven days before Town Meeting.

Pierce said we have an objection from Farmhouse Lane Realty Trust because the plan doesn't include a gap piece which connects Cindy Lane to their property. Town Counsel Tom Mullen said the developer has decided not to proceed with the offer of the deed at this time. Jay Connelly said he represents the developer, they are considering alternatives, but haven't withdrawn their offer. Mullen said Dr. Abuzzara proposed to grant the deed to the Town for Cindy Lane and Belle Circle, which would leave a gap in the northwest corner of the subdivision between the end of the accepted way and Meetinghouse Road. He said Attorney Serafini represents Farmhouse Lane Trust Realty and submitted a letter of objection. Mullen said he has prepared two articles: one to accept as a public way all the area except for the gap and another to do the same thing, but also authorizes the taking of the gap. He said he doesn't recommend the second option because it will require an appraisal of the gap area and it would need to be appropriated by a two-thirds vote. He said in a hostile taking, the developer would sue the Town. Mullen said he represented Dr. Abuzzara a number of years ago and due to strong emotional ties, he could not represent the Town if this were to happen. He said he flagged this previous relationship with Abuzzara as a potential conflict when he was first appointed as Town Counsel. He said he recommends the first article that he prepared, and proceeding with the layout hearing on June 11th. He said he is looking forward to hearing how Abuzzara wants to proceed.

Chairman Pierce said his phone battery is dying, and Vice Chairman Perry may need to take over. Pierce said this problem is decades old, the offer is to accept all but a narrow portion which doesn't affect the current homeowners, so he will vote for option number one. Ziev said the Planning Board has voted to recommend not accepting Cindy Lane. She said she has a lot to learn about this, feels rushed into making a decision, and she will not be voting on this. Pierce said the vote is to set-up the hearing on the 11th, and not to accept the road. Eagan said the vote is about which version of the article to put on the warrant and then to set up the hearing if the Board wants to move forward with this. Petersen said at this stage, the existing sub-division is 20 years old and the road is probably one of the best in Rowley. He said he recommends the first version of the article, have the hearing and give everyone a chance to speak. He said we should have Town Meeting decide this and we can revisit taking the gap land at the next Town Meeting. He said this needs to be cleaned up and this is the first step. He said he isn't trying to stop Farmhouse Lane Realty Trust from developing their land. Ziev said so today, we are voting on option #1 or option #2 for the article, and Mullen recommends #1. Petersen proposed a motion to put option #1 on the warrant and have a hearing on June 11th. He said we never got anything from the Planning Board and he would like to hear from them at the hearing. Snow said he suggests #1.

Bob Snow made a motion to put option #1 on the warrant, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Eagan said under the statute we need to notify the homeowners not less than 7 days before the hearing, which has been suggested to be held on June 11th at 2:00 p.m.

Dave Petersen made a motion to set the hearing date for June 11th at 2:00 p.m., Bob Snow second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Vice Chairman Perry read the following:

We cannot hold the Town Meeting in the All Purpose Room at the Pine Grove School because we can't set up 100 chairs six feet apart. There is pending legislation that would allow Towns to have town meetings out of town. Does the Board want to move the Town Meeting to Triton High School in Byfield? Superintendent Forget has offered us the use of the Auditorium. Town Moderator Joan Petersen is planning to look at the site this week.

Eagan said the legislation to allow us to hold Town Meeting outside of Town passed in the House and is in the Senate. She said it hasn't passed yet, but she has heard it shouldn't be an issue. She said should the address on the warrant be 112 Elm Street? She said if the legislation doesn't pass, the Moderator has the authority to move or cancel Town Meeting. Mullen said we are waiting on the legislation to make this clear, but right now, we can't have Town Meeting outside of Rowley, even though we expect emergency legislation to authorize this. He said he recommends that the warrant not be printed with a place that is currently illegal, but rather to put a location in Rowley, and once the legislation passes the Moderator can act. He said once the warrant is posted, the Selectmen and the Moderator can act to set a new place or time and date if need be. Eagan asked if the Pine Grove School could be listed as stricken and say in a location to be announced. Mullen said no, say the Pine Grove School and hopefully we will have permission to have the Moderator move the meeting out of town. Eagan said if the legislation passes before the Selectmen sign and send the warrant to the printer at 2:00 p.m. on Thursday, then the address change can be made. Mullen said that is correct.

Eagan said there is also a quorum issue that she is working with Moderator Joan Petersen on. She said language has been approved by the House that allows the whole warrant to be taken up under a reduced quorum, but the Senate hasn't fully released their version. She said she is monitoring this situation. She asked the Board if there were any other questions on the warrant, and there were none. Ziev thanked Mullen for his help and said she is grateful to have him to help guide through these issues.

FY 20 MGL Ch. 44 § 33B(b) Budget Transfers

1. Request from Town Administrator to transfer funds from Administrative Assistant to Assistant Town Administrator to pay for a shortfall in the FY 20 line

Vice Chairman Perry read the budget transfer form.

Dave Petersen made a motion to approve this budget transfer request, Bob Snow second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

MINUTES

May 4, 2020; May 11, 2020 – 1:00 p.m. meeting; May 11, 2020 7:15 p.m.; May 18, 2020

Bob Snow made a motion to approve the following sets of minutes: May 4, 2020; May 11, 2020 – 1:00 p.m. meeting; May 11, 2020 7:15 p.m.; May 18, 2020, Deana Ziev second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

FY 21 RE-APPOINTMENTS

<u>Position or Board/Commission Member</u>	<u>Appointee</u>	<u>Expiration Date</u>
Fire Department <i>three year term</i>	Matthew Harney, Firefighter	6/30/2023
Fire Department <i>three year term</i>	Cooper Carifio, Firefighter	6/30/2023
Forest Fire Warden & Superintendent of the Fire Alarm <i>one year term</i>	James C. Broderick, Chief	6/30/2021
Forest Fire Warden & Superintendent of the Fire Alarm <i>one year term</i>	Mark Emery, Assistant	6/30/2021
Forest Fire Warden & Superintendent of the Fire Alarm <i>one year term</i>	James R. Merry, Assistant	6/30/2021
Rowley Emergency Management Agency (REMA) <i>one year term</i>	James Broderick, Fire Chief/ Emergency Management Director	6/30/2021
Rowley Emergency Management Agency (REMA) <i>one year term</i>	Scott Dumas, Police Chief	6/30/2021
Rowley Emergency Management Agency (REMA) <i>one year term</i>	Chairman, Board of Selectmen as of 7/1/20	6/30/2021

Rowley Emergency Management Agency (REMA) one year term	Vice Chairman, Board of Selectmen as of 7/1/20	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Brienne Walsh COA Director	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Patrick Snow - Highway Surveyor	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Frank Marchegiani - Health Agent	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Deborah Eagan - Town Administrator	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Matthew Brown - Light Plant Manager	6/30/2021
Rowley Emergency Management Agency (REMA) one year term	Bob Gray - Water Superintendent	6/30/2021
Call Fire Fighters <i>one year term</i>	Joseph R. Merry	6/30/2021
Call Fire Fighters <i>one year term</i>	Robert Serino	6/30/2021
Call Fire Fighters <i>one year term</i>	James Chadbourne - Lieutenant	6/30/2021
Call Fire Fighters <i>one year term</i>	Ron Agrella	6/30/2021
Call Fire Fighters <i>one year term</i>	Charles Hazen, Jr.	6/30/2021
Call Fire Fighters <i>one year term</i>	Darcie Condelli - Lieutenant	6/30/2021
Call Fire Fighters <i>one year term</i>	Jesse T Warren	6/30/2021
Call Fire Fighters <i>one year term</i>	John Condelli	6/30/2021
Call Fire Fighters <i>one year term</i>	Justin Graham	6/30/2021
Call Fire Fighters <i>one year term</i>	Donald Duprey	6/30/2021
Call Fire Fighters <i>one year term</i>	Matthew Ross	6/30/2021
Call Fire Fighters <i>one year term</i>	Timothy Shirley	6/30/2021
Call Fire Fighters <i>one year term</i>	Patrick McManus	6/30/2021
Call Fire Fighters <i>one year term</i>	Vincent Gaudenzi	6/30/2021
Call Fire Fighters <i>one year term</i>	Mark Winfrey	6/30/2021
Call Fire Fighters <i>one year term</i>	Evan Fish	6/30/2021
Call Fire Fighters <i>one year term</i>	Brian Sculley	6/30/2021
Call Fire Fighters <i>one year term</i>	Robert O'Leary	6/30/2021
Call Fire Fighters <i>one year term</i>	Joseph Warren	6/30/2021
Call Fire Fighters <i>one year term</i>	Nicolas Scire	6/30/2021

Fire Chaplain	Robert M.J. Hagopian	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	James Broderick, Fire Chief/Emergency Management Director	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Scott Dumas, Police Chief	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Patrick Snow - Highway Surveyor	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Deborah Eagan - Town Administrator	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Brienne Walsh COA Director	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Chairman Board of Selectmen as of 7/1/20	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Vice Chairman Board of Selectmen as of 7/1/20	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Matthew Brown - Light Plant Manager	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Frank Marchegiani, Health Agent	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Bill DiMento, Harbormaster	6/30/2021
Northern Essex Regional Emergency Planning Committee <i>one year term</i>	Bob Gray - Water Superintendent	6/30/2021
Agricultural Commission <i>three year term</i>	Jennette Loring - <i>Alternate as of June 13, 2019</i>	6/30/2023
Agricultural Commission <i>three year term</i>	George Pacenka	6/30/2023
Board of Appeals, Ch. 41 Sec 81 <i>five year term</i>	Robert Clewell	6/30/2025

Zoning Board of Appeals (ZBA) <i>five year term</i>	Robert Clewell	6/30/2025
Open Space Committee <i>one year term</i>	Sonja Vincola - Co- Chair	6/30/2021
Open Space Committee <i>one year term</i>	Brooke Ten Eyck - Clerk	6/30/2021
Open Space Committee <i>one year term</i>	Howard Vogel	6/30/2021
Open Space Committee <i>one year term</i>	Alyssa King Co-Chair	6/30/2021
Shellfish Constable	Travis Kneeland	6/30/2021
Shellfish Constable (Deputies)	William DiMento	6/30/2021
Shellfish Constable (Deputies)	Fred Hardy	6/30/2021
Historic District Commission/ Historical Commission	John Cardillo	6/30/2022
Historic District Commission/ Historical Commission	Barbara Breaker	6/30/2022
Historic District Commission/ Historical Commission	Frank Todd, Chairman	6/30/2021
Historic District Commission/ Historical Commission	Len Charney	6/30/2021
Historic District Commission/ Historical Commission	Stephen Cabitt	6/30/2021
Historic District Commission/ Historical Commission	Holly Gagne, Alternate	6/30/2021

FY 21 NEW APPOINTMENTS

Shellfish Constable (Deputies)	David Kent	6/30/2021
Shellfish Constable (Deputies)	Frank Price	6/30/2021
Shellfish Constable (Deputies)	Jenna DiMento	6/30/2021

Bob Snow made a motion to re-appoint Matthew Harney and Cooper Carifio as Firefighters through June 30, 2023, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint the Forest Fire Warden & Superintendent of the Fire Alarm through June 30, 2021 as follows: James C. Broderick, Chief; Mark Emery, Assistant; James R. Merry, Assistant, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Dave Petersen made a motion to re-appoint the following members to REMA through June 30, 2021:

James Broderick, Fire Chief/ Emergency Management Director	Patrick Snow - Highway Surveyor
Scott Dumas, Police Chief	Frank Marchegiani - Health Agent
TBD: Chairman, Board of Selectmen	Deborah Eagan - Town Administrator
TBD: Vice Chairman, Board of Selectmen	Matthew Brown - Light Plant Manager
Brienne Walsh COA Director	Bob Gray - Water Superintendent

Bob Snow second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Bob Snow – aye. Cliff Pierce – ABSENT; Deana Ziev – ABSTAINED

Bob Snow made a motion to re-appoint the Call Firefighters below through June 30, 2021:

Joseph R. Merry	Darcie Condelli - Lieutenant	Vincent Gaudenzi	Evan Fish
Robert Serino	Jesse T Warren	John Condelli	Brian Sculley
James Chadbourne - Lieutenant	Matthew Ross	Justin Graham	Robert O'Leary
Ron Agrella	Timothy Shirley	Donald Duprey	Joseph Warren
Charles Hazen, Jr.	Patrick McManus	Mark Winfrey	Nicolas Scire

Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint Robert M.J. Hagopian as Fire Chaplain through June 30, 2021, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint the following members to Northern Essex Regional Emergency Planning Committee through June 30, 2021:

James Broderick, Fire Chief/Emergency Management Director	Brienne Walsh COA Director	Frank Marchegiani, Health Agent
Scott Dumas, Police Chief	TBD: Chairman, Board of Selectmen	Bill DiMento, Harbormaster

Patrick Snow - Highway Surveyor	TBD: Vice Chairman, Board of Selectmen	Bob Gray - Water Superintendent
Deborah Eagan - Town Administrator	Matthew Brown - Light Plant Manager	

Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Bob Snow – aye. Cliff Pierce – ABSENT; Deana Ziev – ABSTAINED

Bob Snow made a motion to re-appoint Jennette Loring (Alternate) and George Pacenka to the Agricultural Committee through June 30, 2023, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint Robert Clewell to the Board of Appeals, Ch.41 Sec 81 and to the Zoning Board of Appeals through June 30, 2025, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint Sonja Vincola, Brooke Ten Eyck, Howard Vogel and Alyssa King to the Open Space Committee through June 30, 2021, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint Travis Kneeland as Shellfish Constable; and William DiMento and Fred Hardy as Deputy Shellfish Constables through June 30, 2021, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to re-appoint John Cardillo (6/30/2022), Barbara Breaker (6/30/2022), Frank Todd (6/30/2021), Len Charney(6/30/2021), Stephen Cabitt (6/30/2021) and Holly Gagne (Alternate) (6/30/2021), to the Historic District Commission/Historical Commission with the expiration dates following their names, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

Bob Snow made a motion to appoint David Kent, Frank Price and Jenna DiMento as Deputy Shellfish Constables through June 30, 2021, Dave Petersen second, all in favor – aye - roll call vote: Joe Perry – aye; Dave Petersen – aye; Deana Ziev – aye; Bob Snow – aye. Cliff Pierce – ABSENT

ADJOURN

Chairman Pierce called for a motion to adjourn. Bob Snow so moved, Deana Ziev second, all in favor – aye roll call vote – Bob Snow – aye; Joe Perry – aye; Dave Petersen – aye; Deana Ziev - aye Cliff Pierce – ABSENT

Meeting adjourned at 2:15 p.m.

Respectfully submitted,
Amy Lydon
Assistant Town Administrator

ATTACHMENTS:

1. Meeting memo regarding General Business #1: Request from the Agricultural Commission to hold Farmer's Market on the Town Common
2. Request from the Agricultural Commission to hold Farmer's Market on the Town Common
3. Bulletin: 2020-05 from Department of Agricultural Resources
4. Email from Health Director Frank Marchegiani regarding Farmers Market
5. Meeting memo regarding General Business #: Sign June 16, 2020 Annual Election Warrant
6. June 16, 2020 Annual Election Warrant
7. Meeting memo regarding New Business #1: Discuss Town offices Phase 1 COVID-19 Re-opening plan
8. Memo from Deborah Eagan to Board of Selectmen regarding Town offices Phase 1 COVID-19 Re-opening plan, including attached re-opening plan
9. Quote from Northern Glass for glass partitions, and emails from various department heads regarding which partitions to order
10. Meeting memo regarding Old Business #1: Update on intersection of Route 1 and Central Street and Glen Street
11. Alternative Analysis Memorandum from MassDOT regarding intersection
12. Meeting memo regarding Old Business #2: Review Annual and Special Town Meeting Warrants and discuss Town Meeting location, start time, including quorum, and COVID-19 plan
13. Two draft warrant articles for acceptance of public ways, with two maps attached
14. Draft #4 of Special Town Meeting Warrant
15. Draft #8 of Annual Town Meeting Warrant
16. FY 20 MGL Ch. 44 § 33B(b) Budget Transfer: Request from Town Administrator to transfer funds from Administrative Assistant to Assistant Town Administrator to pay for a shortfall in the FY 20 line
17. Email from Amy Lydon to Board of Selectmen regarding minutes on the agenda for approval
18. Memo regarding FY21 Re-Appointments and New Appointments